

March 1, 2010

REQUEST FOR INFORMATION

TRANSITIONAL SERVICES FOR YOUNG OFFENDERS DETAINED AT THE OAHU COMMUNITY CORRECTIONAL CENTER RFI No. PSD 10-CPSE-23

The Department of Public Safety, Correction Program Services Division, Education Services, is requesting information from qualified applicants to provide Transitional Services for Young Offenders Detained at the Oahu Community Correctional Center. The contract term will be from July 1, 2010 through June 30, 2012 with the option to extend for another two-year period, subject to the availability of funds beyond June 30, 2010 and prior written mutual consent. The funding for this two-year contract shall not exceed \$100,000.00

To provide every eligible young offenders the opportunity to engage in education and employment at release from detention.

The draft scope of services is available for viewing on the web at the State Procurement Office's Procurement Notice Website:

<http://www.spo.hawaii.gov/>

Click "Procurement Notices" link

Click "Search Procurement Notices"

Select "Department of Public Safety" in drop down box titled Select an Agency

Look for RFI No.: RFI_PSD 10-CPSE-23

Click "More Info"

Click "View Specifications Document" to view the draft scope of services.

CPSE will conduct an informational meeting to discuss the scope of work, and the required provider qualifications on **March 10, 2010 at 10:00 AM at PSD, 919 Ala Moana Boulevard, Room 413, Honolulu, Hawaii 96814.** Written comments and provider service descriptions may be sent to the address cited; faxed to the attention of Mr. Marc Yamamoto at (808) 587-1244; or e-mailed to marc.s.yamamoto@hawaii.gov. PSD and CPS-SA appreciate the receipt of all written comments and provider service descriptions by **4:30 PM., HST on March 15, 2010.**

Responses shall be directed to the RFI Contact Person, Mr. Marc Yamamoto at 919 Ala Moana Boulevard, Room 413, Honolulu, Hawaii 96814, or may be made by e-mail at marc.s.yamamoto@hawaii.gov.

Please note that participation in this RFI process is optional, and is not required in order to respond to any subsequent procurement by the Department. Neither the Department nor the interested party has any obligation under this RFI.

Solicitation's Scope of Services

Section 2 Service Specifications

I. Introduction

A. Overview, purpose or need

The purpose of this program is to address transition needs of young offenders less than twenty-two years of age under the Title 1 Neglected and Delinquent Program detained at Oahu Community Correctional Center. These young offenders have the potential to be released into the community through either electronic monitoring, supervised release or sentenced to probation. Young offenders begin their academic courses of study toward the GED while detained at Oahu Community Correctional Center. This program addresses the psychosocial needs of young offenders during and post detention.

Young offenders released on supervision or probation are left to manage their lives with little or no preparation or guidance. This program is to provide a comprehensive transition program that begins during detention and continues upon release. The program supports the young offenders to complete their educational courses toward the GED, motivates them to complete substance abuse treatment, through continuing educational courses, mentoring to assist them with independent living skills and finally, provide support in gaining and retaining employment.

The contractor is expected to begin working with the young offenders at the point of detention at Oahu Community Correctional Center and coordinate continuing transitional services with Intake Services, Probation and the District Court of the First Circuit once the offender is adjudicated or released under supervision.

B. Description of the goals of the service

To provide every eligible young offenders the opportunity to engage in education and employment at release from detention.

C. Description of the target population to be served

The target population is young offenders less than twenty-two years of age under the Title 1 Neglected and Delinquent Program detained at Oahu Community Correctional Center. These young offenders have the potential to be released into the community through either electronic monitoring, supervised release or sentenced to probation.

D. Geographic coverage of service

Services shall be rendered on the island of Oahu

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E. Probable funding amounts, source, and period of availability

Funding available is \$100,000 for two years. Contract may be renewed for an additional two years pending availability of federal funds.

II. General Requirements

A. Specific qualifications or requirements, including but not limited to licensure or accreditation

The organization or individual shall be licensed to perform counseling and job development services within the State of Hawaii.

B. Secondary purchaser participation

(Refer to HAR Section 3-143-608)

After-the-fact secondary purchases will be allowed.

Planned secondary purchases: None

C. Multiple or alternate proposals

(Refer to HAR Section 3-143-605)

☐ Allowed ☒ Unallowed

D. Single or multiple contracts to be awarded

(Refer to HAR Section 3-143-206)

☒ Single ☐ Multiple ☐ Single & Multiple

Criteria for multiple awards: Not applicable.

E. Single or multi-term contracts to be awarded

(Refer to HAR Section 3-149-302)

☐ Single term (2 years or less) ☒ Multi-term (more than 2 years)

Contract terms:

Initial term of contract: 2 years

Length of each extension: 2 years

Number of possible extensions: one

Maximum length of contract: Four years

The initial period shall commence on the contract start date or Notice to Proceed, whichever is later.

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Conditions for extension:

F. RFP contact person

The individual listed below is the sole point of contact from the date of release of this RFP until the selection of the successful provider(s). Written questions should be submitted to the RFP contact person and received by the day and time specified in Section 1, paragraph 1 (Procurement Timetable) of this RFP.

Marc S. Yamamoto, Procurement and Contracts
Department of Public Safety
Administrative Services Office
919 Ala Moana Boulevard, Room 413
Honolulu, Hawaii 96814

Telephone: (808) 587-1215
Facsimile: (808) 587-1244
e-mail Address: marc.s.yamamoto@hawaii.gov

III. Scope of Work

The scope of work encompasses the following tasks and responsibilities:

A. Service Activities

(Minimum and/or mandatory tasks and responsibilities)

Proposal Outline: RFP Title 1 Program

Overview: the purpose of this program is to address transition needs of young offenders less than twenty-two years of age under the Title 1 Neglected and Delinquent Program detained at Oahu Community Correctional Center and have the potential to be released into the community through either electronic monitoring, supervised release, sentenced to probation, or released having completed their term of sentence. Young offenders begin their academic courses of study toward the GED while detained at Oahu Community Correctional Center. This program addresses the psychosocial needs of young offenders during and post detention.

Young offenders released on supervision or probation is left to manage their lives with little or no preparation or guidance. This program is to provide a comprehensive transition program that begins during detention and continues upon release. The program supports the young offenders to complete their educational courses toward the GED, motivates them to complete substance abuse treatment through

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continuing educational courses, mentoring to assist them with independent living skills and provide support in gaining and retaining employment.

The contractor is expected to begin working with the young offenders at the point of detention at OCCC and coordinate continuing transitional services with Intake Services, Probation and the District Court of the First Circuit once the offender is adjudicated or released under supervision.

Detention Program:

The Department of Public Safety shall assess and determine eligible young offenders (male and female) for placement in the program. The contractor shall provide a series of courses each course must be modularized and independent of the other. There are three areas of focus, cognitive behavioral courses, pre-treatment motivational courses and Life skills courses. Courses should be inter related and reinforce the inter relationships between behavior, beliefs, addiction and anti verses pro-social choices.

Cognitive Behavioral Program: Duration: 4-8 hrs. Per module

Program addresses adolescent and young adult values, beliefs and behaviors (impulse control, peer pressure, trauma, loss and grieving, anger, stress) of young offenders. This series of modularized courses focuses on the psycho-emotional issues that when left unaddressed manifest in criminal and or addictive behaviors.

Contractor shall provide a series of evidence based cognitive behavioral course modules that address issues including but not limited to: childhood trauma (abandonment, abuse and death), grief, impulse control, peer pressure, power and control within family units (emotional and physical), sexual abuse, girlfriend/boyfriend relationships, anger, stress.

Pre-Treatment Motivational Program: Duration: 10-12 hrs.

This is a pre SA treatment program focused on motivating young offenders and preparing them for intensive outpatient or residential treatment programs.

Contractor shall provide a series of course modules that address the cause and effect of chemical and alcohol abuse. Course modules are designed to motivate young adults and prepare them for in-patient or

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outpatient treatment programs as ordered by the courts or as a condition of probation.

Independent Living Skills: Duration: 2-6 hours per module

Contractor shall provide a series of course modules focused on independent living skills for adolescent and young adults who will be living on their own once they are released from custody. Courses shall include modules on career and employment health and nutrition (including shopping for healthy nutritious food and cooking demonstrations on simple preparations), exercise, personal hygiene, time management, establishing new friendships, spirituality, and money management (budgeting, investing, insurance, credit cards,), continuing education (GED and or college/vocational training)

Transition /Post Release Program:

The contractor shall provide follow up services to young offenders released under supervision and awaiting trial or adjudicated and remanded to probation for supervision until the client receives a GED or reaches their 22nd birthday. Contractor shall have 90 days from the date the client becomes ineligible place the client with agencies or programs for continuing services as appropriate.

Contractor is to assign an adult mentor to each client. Mentors shall be of good character, no criminal convictions and able to be a positive support in the young clients transition

Continuing Education: Duration: Until GED is awarded or client reaches age 22 yrs.

Academic Course: The contractor is expected to assist the young offenders in completing the GED course of study at a local community school for adults or community-based organization authorized by the Department of Education to provide GED instruction.

Independent Living Skills: Duration: Until completed or 90 days beyond GED. The contractor shall continue the independent living courses in an accessible community based setting.

Employment/job training: Duration: Until client is employed, placed in a training program or 90 days beyond GED

Contractor shall provide pre-employment counseling and job development and placement services for each client. Clients who

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require job-training skills prior to job placement shall be referred to the appropriate job-training program at the local community college or accredited technical training organization.

Referral Services and Support: Duration: on-going

Contractor shall provide mentoring and support services for young offenders. In some cases the contractor may be required to make referrals and follow up for support services shall include but not limited to: housing, medical insurance, welfare assistance, child care, continuing education, and other social welfare needs.

B. Management Requirements (Minimum and/or mandatory requirements)

1. **Personnel**
2. **Administrative**
3. **Quality assurance and evaluation specifications**
4. **Output and performance/outcome measurements**
5. **Experience**
6. **Coordination of services**
7. **Reporting requirements for program and fiscal data**

C. Facilities

IV. COMPENSATION AND METHOD OF PAYMENT

Unit Rate

In a unit rate, pricing is based on the delivery of a defined unit of service. The unit of service is defined in the RFP. In unit rate pricing structure, the applicant proposes the best rate per unit of service.

Payments will be made monthly, for the clients enrolled in the program at the unit rate.